Contract Pay (MOCAS) Operations Overview

Defense Finance and Accounting Service

Accounts Payable MOCAS

DFAS Columbus

▶ We Are…
- ✓ The world's largest finance and accounting operation.

▶ Our Mission…
- ✓ *To lead DoD in finance and accounting by ensuring the delivery of efficient, exceptional quality pay and financial information.*

▶ Our Vision…
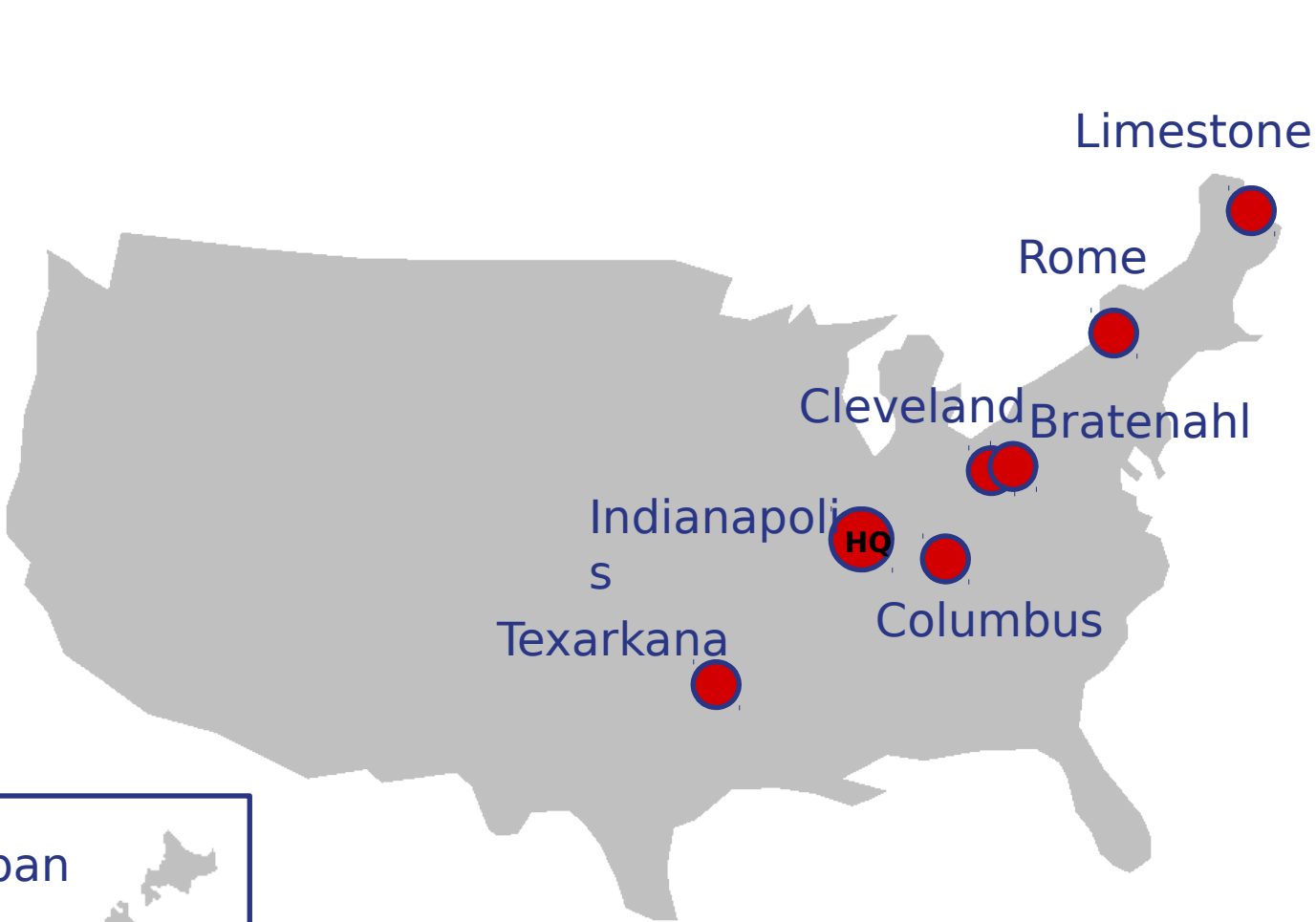- ✓ *To be a recognized leader in DoD's financial management by consistently delivering first-class service and products.*

▶ Our Core Values…
- ✓ *Integrity: Doing What is Right*
- ✓ *Service: Striving to be a Trusted Financial Partner*
- ✓ *Innovation: Creating New Ways to do Business*

Our Sites

Limestone

Europe

Rome

Cleveland Bratenahl

Indianapolis

HQ

Columbus

Texarkana

Japan

Integrity - Service - Innovation

MECHANIZATION OF CONTRACT ADMINISTRATION SERVICES

WHAT IS MOCAS?

▶ Integrated system supporting post-award administration

WHO USES MOCAS?
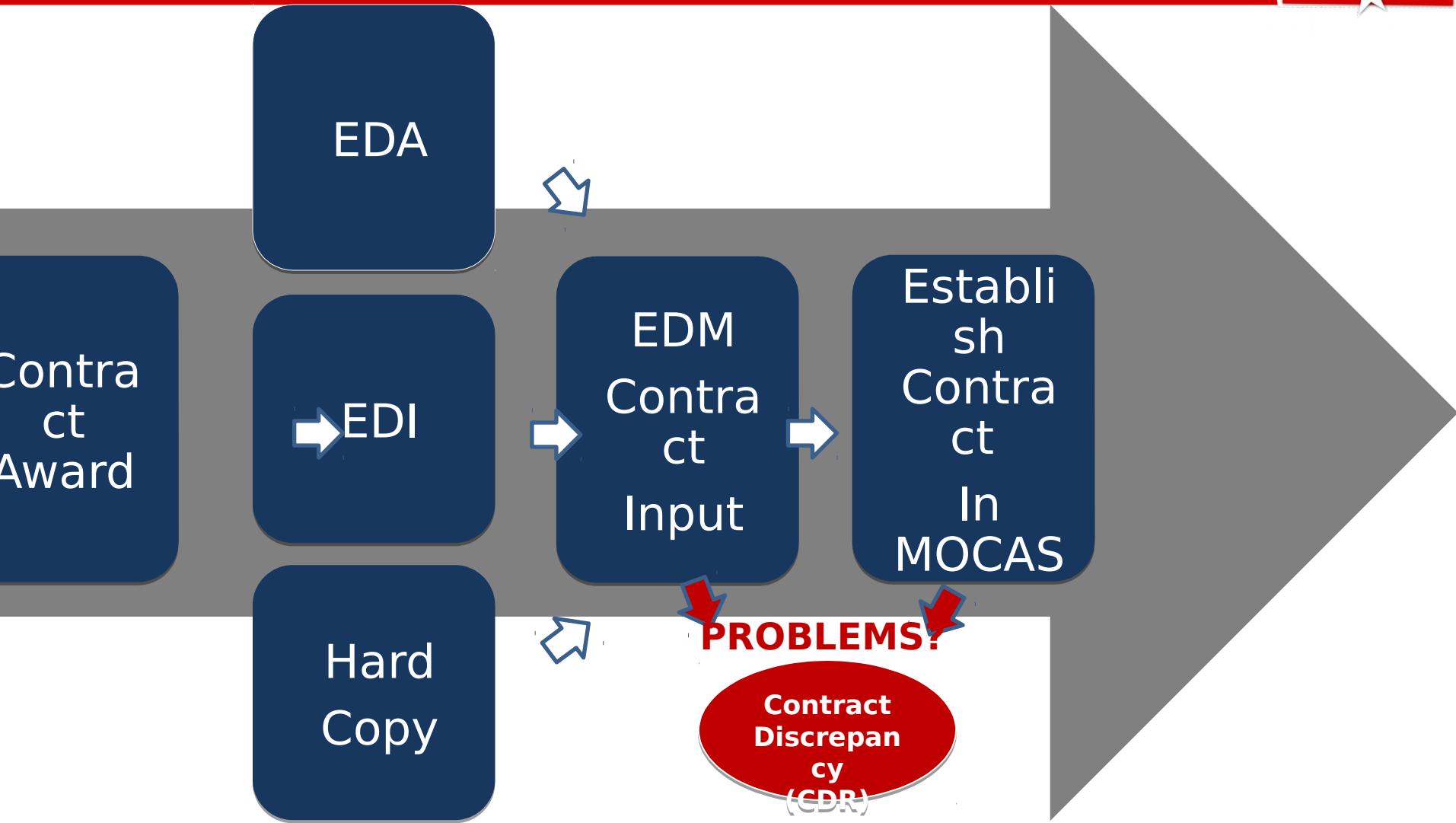
DCMA DFAS Procurement Offices

DCAA DTRA WHS

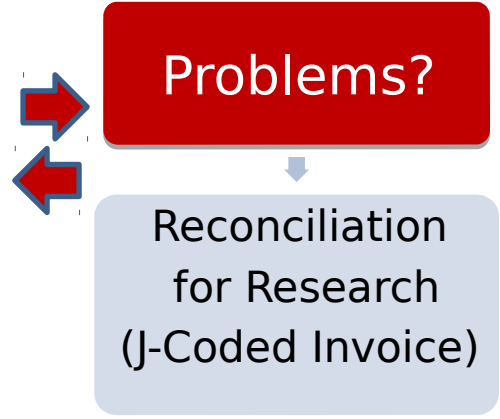Funding Stations

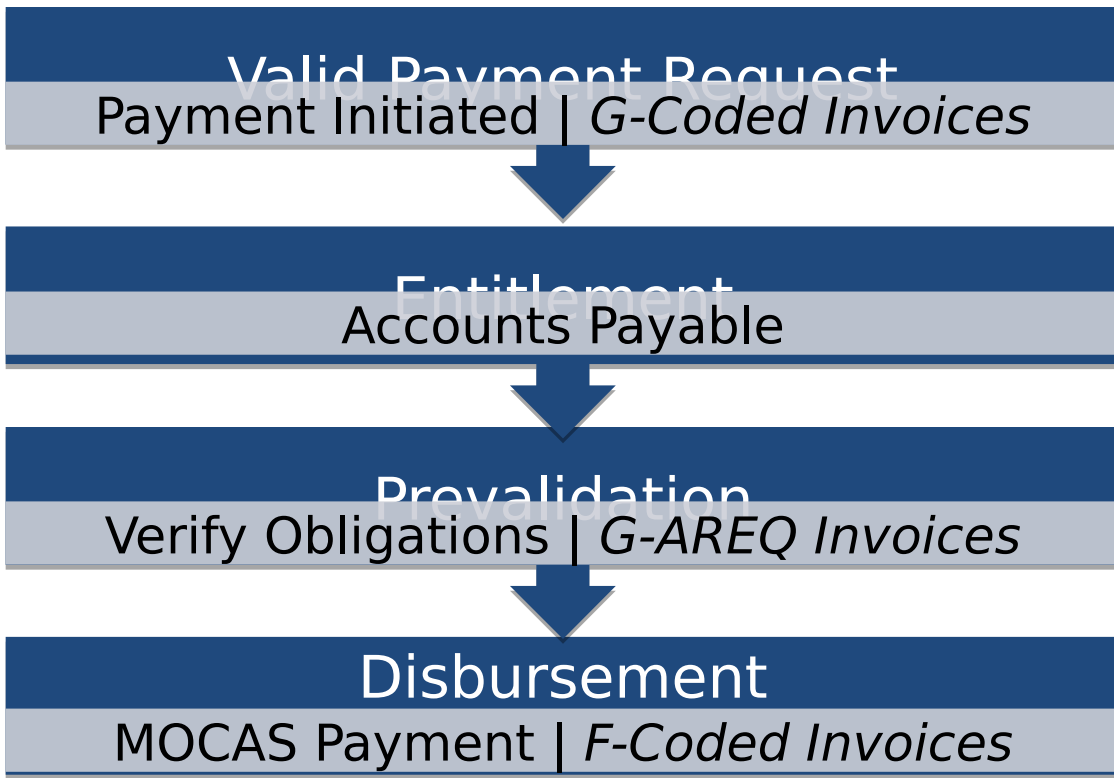## WHY MOCAS?

▶ Pays More Complex Contracts
  ✓ High Dollar
  ✓ Multi-Year Contracts
  ✓ Multiple Deliverables

▶ Makes Financing Payments
  ✓ Progress Payments
  ✓ Performance-Based Payments
  ✓ Commercial Item Financing
  ✓ Interim Cost Payments

Payment Process: Contract Management

EDA

Contract Award

EDI

EDM Contract Input

Establish Contract In MOCAS

Hard Copy

PROBLEMS?

Contract Discrepancy (CDR)

Integrity - Service - Innovation

Payment Process: Invoice Entitlement

3-Way Match

Contract

Invoice

Acceptance

Valid Payment Request
Payment Initiated | *G-Coded Invoices*

Entitlement
Accounts Payable

Prevalidation
Verify Obligations | *G-AREQ Invoices*

Disbursement
MOCAS Payment | *F-Coded Invoices*

Problems?

Reconciliation for Research (J-Coded Invoice)
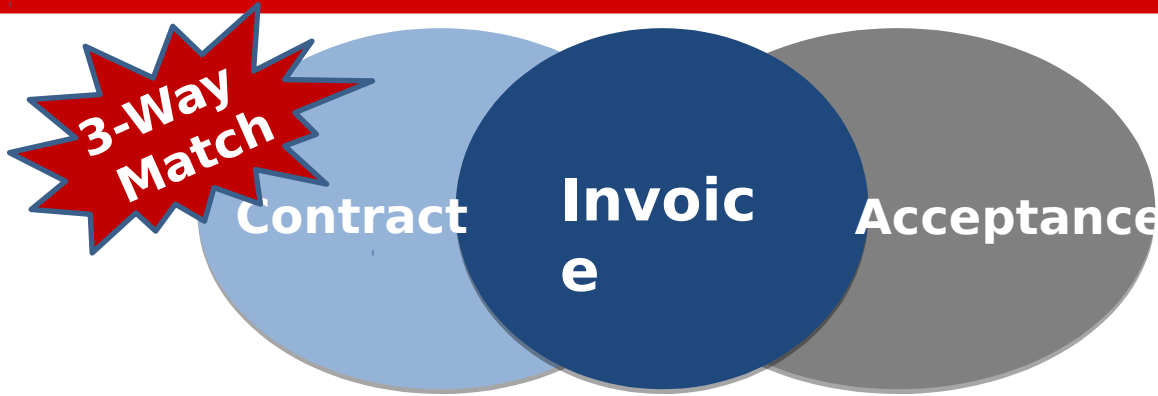
A & B code
A = No Source Acceptance
B = No Destination Acceptance

C Code = No contract in system

D Code
D-CDR1= CDR General
D-CDR2 = CDR Funding
D-MACT = Cancelled Funding

E code = Invoice Rejected

F Code = Paid

G Code
G = Payable
G-AP = Payable API
G-AREQ = Preval

H Code
H-STOP = Hold on funding
H-FMS = No FMS funding

I Code = Invoice and Receiving Report do not match

J Code
J-AREQ = Funding problem
J-AUD = In Recon for audit
J-CERT = Awaiting Funds Certification

S code = Transferring from another system to MOCAS

Note: This information is found within MyInvoice for each shipment, along with an explanation for each code.

Top Reasons for Invoice Rejects

- ✓ **E11: Not Billed IAW Contract**

- ✓ **E09: Returned per Instructions**

- ✓ **E12: Error on DD 250 Invoice**

- ✓ **E10: Item Number Requires Verification**

- ✓ **E06: Shipment Number is Missing or Incorrect**

- ✓ **E01: DFAS is Not the Paying Office**

- ✓ **E19: Other**

- ✓ **E13: Inspection/Acceptance Problem**

- ✓ **E18: Duplicate of an Unpaid Invoice**

- ✓ **E14: Unauthorized Over Shipment**

▶ The DFARS (PGI 204.7108) requires special payment instructions to be added to contracts that contain:

- ✓ multi-funded line items
- ✓ cost-reimbursement
- ✓ time-and-materials/labor-hour line items, or
- ✓ authorize financing payments.

**Only applies to specific CLINs/ACRNs

▶ Payment instructions are to be added to Section G (Contract Administration Data) of the contract.

**Note: Instructions have been found in Section B.

▶ There should not be contract level and CLIN level payment instructions

▶ Contract Wide:

❖ The payments are at a level that affects the entire amount of the contract for ACRNs related to the reason for the payment Instruction.

▶ CLIN Level:

❖ The payments will be made at the CLIN level for the CLIN's related to the reason for the payment instruction.

▶ Reasons for Pay Instruction:

✓ multi-funded line items
✓ cost-reimbursement
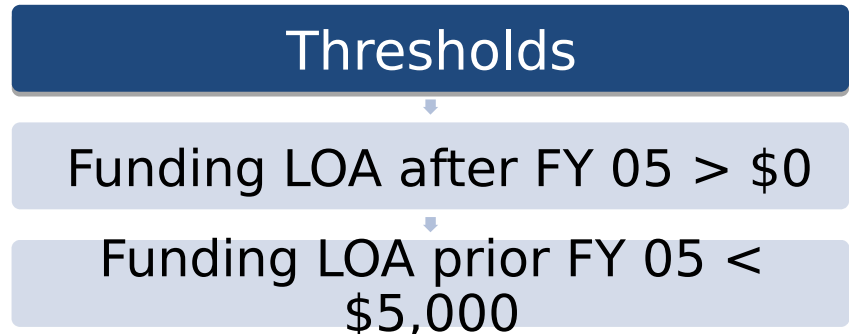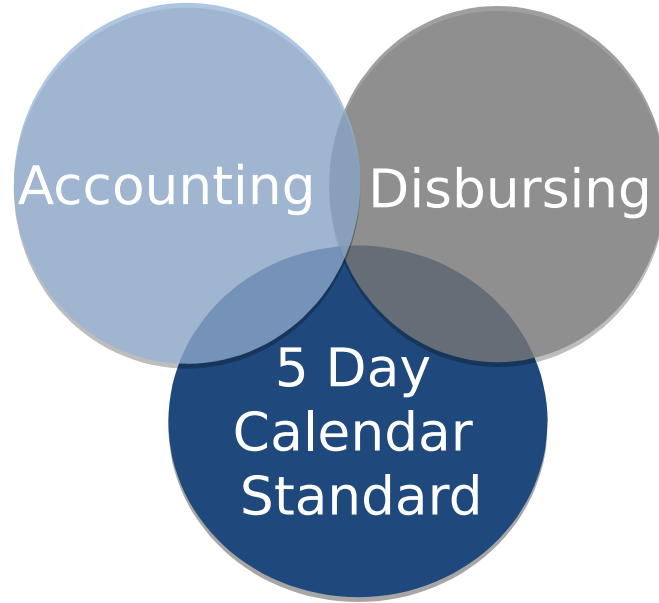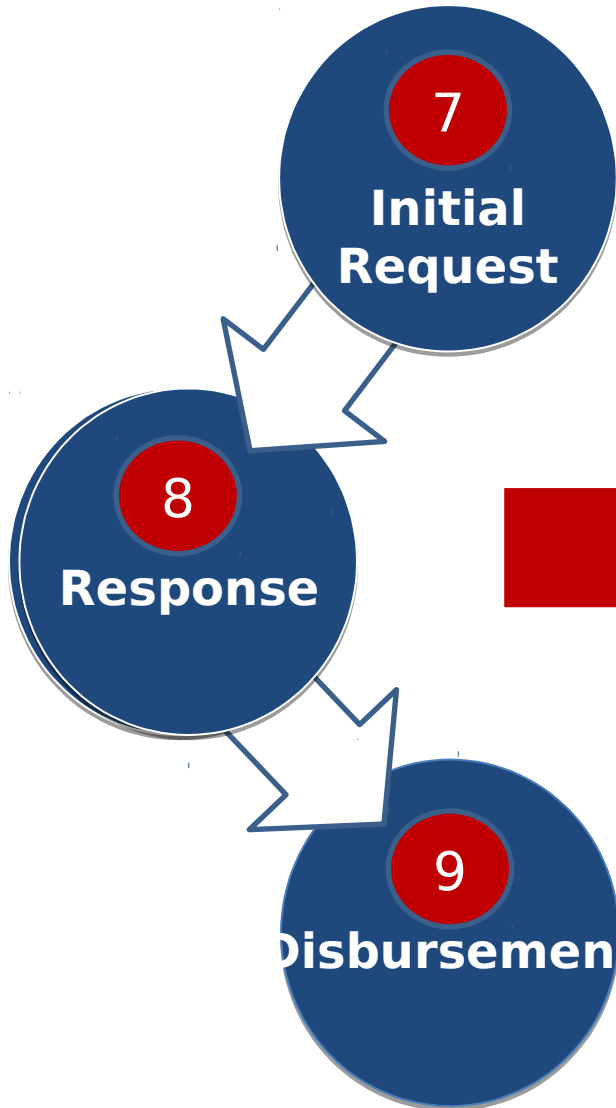✓ time-and-materials/labor-hour line items, or
✓ authorized financing payments

Special Payment Instructions

Code	Clause	Screen
001	252.204-0001 Line Item Specific: Single Funding. (SEP 2009)	Line Item Detail
002	252.204-0002 Line Item Specific: Sequential ACRN Order. (SEP 2009)	Line Item Detail
003	252.204-0003 Line Item Specific: Contracting Officer Specified ACRN Order. (SEP 2009)	Line Item Detail
004	252.204-0004 Line Item Specific: by Fiscal Year. (SEP 2009)	Line Item Detail
005	252.204-0005 Line Item Specific: by Cancellation Date. (SEP 2009)	Line Item Detail
006	252.204-0006 Line Item Specific: Proration. (SEP 2009)	Line Item Detail
007	252.204-0007 Contract-wide: Sequential ACRN Order. (SEP 2009)	Provisions
008	252.204-0008 Contract-wide: Contracting Officer Specified ACRN Order. (SEP 2009)	Provisions
009	252.204-0009 Contract-wide: by Fiscal Year. (SEP 2009)	Provisions
010	252.204-0010 Contract-wide: by Cancellation Date. (SEP 2009)	Provisions
011	252.204-0011 Contract-wide: Proration. (SEP 2009)	Provisions

Payment Process: Prevalidation

7 — **Initial Request**

8 — **Response**

9 — **Disbursement**

Accounting

Disbursing

5 Day Calendar Standard

Thresholds

Funding LOA after FY 05 > $0

Funding LOA prior FY 05 < $5,000

- Returned invoices
- Prevalidation issues
- Paid/payable
- Awaiting Destination acceptance/receiving report
- Short pay

Questions